

CABLE AND COMMUNICATIONS ADVISORY COMMITTEE

Meeting Minutes

Date: May 23rd, 2007

Committee Attendance: Kernan Chaisson, Nathan Finkelstein, Grant Moy, Yen-Ju Chen, Trish Evans, Joy Ragsdale and Suzanne Weiss. Jim Schleckser, Jay Boyar.

Cable Office Staff: Andrea Gardner, Jane Lawton and Margie Williams.

Guest/s: Brian Baker, Briana Gowing (Verizon) and Joshua Bokee (Comcast), Noreene Wells (Takoma Park), Kelly Cameron, Mark Berman, Benjamin Wu.

<i>Topic</i>	<i>Discussion</i>	<i>Response/Action</i>
1. Introduction	<ul style="list-style-type: none"> Meeting began at 7:00 p.m. 	
2. Minutes	<ul style="list-style-type: none"> April 18th minutes reviewed. 	<ul style="list-style-type: none"> Approved with changes.
3. Brian Baker, Montgomery College	<ul style="list-style-type: none"> Thanked the CCAC for their support for our FY08 budget request. Shared with the group plans for the upcoming PEG Network Staff Training retreat on June 21st. Discussed the PEG Network's collective excitement regarding the launch of our new mobile production vehicle this summer. Provided brief information about the PEG Manager's retreat coming up this month where we will begin shaping formative strategic plans for FY09. 	
4. Jane Lawton, Cable Administrator	<ul style="list-style-type: none"> The county council has provided MCT \$50K to retain a facilitator to resolve issues with the board. \$25,000 was given to the PEG operators to assist with the conversion to digital. Cavalier franchise negotiations moving rapidly. When the information made public, the CCAC will be asked to make recommendations. Verizon is moving rapidly in its deployment of service. RCN has construction violations in addition to the two internet outages that the county has recently experienced. Discussion ensued regarding a press release as away to keep residents informed. Jane suggested meeting with Patrick Lacefield of the Public Information Office and Neil Greenberger of the County Council, both are very supportive of the CCAC and its activities. New web designer, Tiffany Qu will be working with Donna Keating and the Cable Office. She could also play a role in the development of the CCAC web site. 	<ul style="list-style-type: none"> Jane does not feel the press release should be the responsibility of the Cable Administrator and if questioned by the press, the Cable Office will respond but would not initiate the dissemination of negative information.

Jane Lawton continued	<ul style="list-style-type: none"> Comcast has filed for effective competition and if it is accepted by the FCC then rate regulation goes away. Our response to this highly technical process required the assistance of the county attorneys and outside legal staff. 	<ul style="list-style-type: none"> Nat brought a motion to authorize the CCAC Chair to send a recommendation to the County Council and the Public Information Office to put forth a press release and give citizens options.
5. MCT Update, Yen-Ju Chen, PEG Sub Committee	<ul style="list-style-type: none"> MCT Volunteer Association has asked the county's permission to go through with mediation which will function outside of MCT. This meeting is scheduled to take place next week. MCT held a meeting to introduce a new production system which will be utilized by county residents. MCT is looking down county at the Gilchrist Center to recruit one full time position. Meeting scheduled to put together a system to allow residents to utilize. This is still in the experimental stages. 	
6. Briana Gowing, Assistant Vice President of External Affairs at Verizon	<ul style="list-style-type: none"> Briana provided the committee with an update on Verizon's progress, in addition to information on the bundled services, FIOS TV – Washington Metro Channel Lineup, the PEG channel line up and a news release dated April 23rd, 2007. See attachments. The PEG channel will be up and running by May 26th. Verizon has built a plant which will provide service to approximately 138,000 households. 	<ul style="list-style-type: none"> Information distributed attached.
7. Joshua Bokee, Director of Public Affairs at Comcast	<ul style="list-style-type: none"> Josh spoke on the packaging and bundling of services which has been successful. <p>Questions:</p> <ul style="list-style-type: none"> He was questioned as to why shows such as Turner Classic and Court TV were moved to a digital tier. Kernan asked if High Definition comes in 2009 does everyone have to move to the digital tier. It is noted that in 2 years a set top box will be necessary to have digital services. Grant asked when Comcast would be rolling out software for TiVO software to DVR boxes. Kelly asked if a representative from Comcast could talk to the CCAC about effective competition either tonight or at next month's meeting. 	<ul style="list-style-type: none"> Josh explained that the reorganization of channels was done in order to move from analog to digital and this would be completed by 2009. This also allows for freeing up more bandwidth space while adding 8 channels to the digital tier. Josh will return with a response. Josh will return with a response. Josh responded the issue on effective competition could not be discussed at this time.

Joshua Bokee, Director of Public Affairs at Comcast continued	<ul style="list-style-type: none"> Suzanne asked if the bill for the E911 is registered to the billing address. Question rose if this information could be included in the monthly bill. Jane suggested placing this information in the Consumer Brochure. 	<ul style="list-style-type: none"> Josh responded the physical database is different from the billing database. When a 911 call is placed the address is displayed on the screen. 911 team with dispatched to the address where the call was initiated from. Calls for 911 are routed directly to the 911 Emergency as opposed to being routed through the Comcast Call Center. <u>It is the responsibility of the customers to notify Comcast of any change of address.</u> Questioned asked on how this would be communicated to the public was raised.
8. Unfinished business	<ul style="list-style-type: none"> Meet with new employee who will be working on the website. CCAC committee appointments by County Council scheduled to take place tomorrow. Motion to send brochure to the cable office with copies to the County Executive, Duchy Trachenberg, Marilyn Praisner and Jane Lawton. Mark made the suggestion to remove the term "Franchises" and replace with "Cable Operators". Vote made not to meet in the month of July and August. Extend and invitation to a representative from the Public Information Office to attend the June meeting. Motion/formal recommendation to send a letter to the County Executive to put forth a press release announcing sanctions taken against Comcast to include amounts, dates and infractions. Reschedule touring of the mobile production vehicle for sometime in the fall. MFP meeting is scheduled for June 18th with the MCT Board. 	<ul style="list-style-type: none"> Grant will forward revised documents and Suzanne to sign and send packets Yen-Ju Chen raised the question of where citizens could come if they wanted to view the letters which were sent to Comcast. Jane responded they could come or write to the Cable Office for this information.
9. Adjournment	<ul style="list-style-type: none"> Meeting adjourned at 9:25 p.m. 	<ul style="list-style-type: none"> Next committee meeting scheduled for Wednesday, June 27th at 7:00 p.m. in the Division of Technology Conference Room #114 (1st Floor).

Submitted by: Andrea Gardner, Office Services Coordinator